

**MOTOR VEHICLE
OPERATOR
(RECREATIONAL
GROUNDSKEEPER)
NA-5703-05**

**MORALE, WELFARE
& RECREATION**

INTRODUCTION

This position is located in the Quality of Life Department, of NAS Lemoore, California. The purpose of this position is to perform a variety of general maintenance duties for the department. Areas maintained include the gymnasium, fitness center, athletic grounds and structures, four swimming pools and other department facilities as needed.

MAJOR DUTIES & RESPONSIBILITIES

1. Operates motor vehicle to perform the following functions:

- a. Prepare and maintain athletic facilities and grounds for athletic events.
- b. Operate a riding lawn mower and tractor to roto-till, level and drag grounds. Plant grass, measure and line ball fields. Repair and maintain associated structures.
- c. Sets up athletic fields and facilities for athletic events. Maintains cleanliness of the athletic fields.

35%

2. Repairs and maintains bath houses/restrooms and associated pool structures and furniture. Maintains aquatic facilities including vacuuming swimming pools, performing water chemistry tests, and adding chemicals to maintain required chemical levels. Operates filtration systems and back flushes pumps as needed. Maintains cleanliness of the aquatic areas. Prepares aquatic facilities for recreation swimming, pool parties, and special events.

35%

3. Places orders for supplies and materials needed for the upkeep of the athletic grounds and swimming pools. Picks up and delivers equipment and supplies as needed. Repairs and maintains tools and equipment associated with grounds and pool maintenance including tractors and small engines such as roto-tillers and air blowers. Troubleshoots, and replaces electronic parts on athletic and fitness equipment such as treadmills, rowing machines, etc.. Lubricates, adjusts, and replaces mechanical parts on a wide variety of equipment. Frequently operates a forklift rated up to 10,000 pounds.

4. Performs general maintenance within the QOL Department as assigned. Duties include trimming shrubs and trees, weeding, removing trash, transporting or moving supplies, equipment and furniture. May paint fences, walls, or trash cans (generally with latex, paints which clean up with water). Performs general cleaning tasks as needed. Performs other duties as assigned.

30%

FACTOR STATEMENTS

FACTOR I - SKILLS AND KNOWLEDGE:

Incumbent must be skilled in the use of a variety of hand tools including hammers, saws, drills, screwdrivers, pliers, socket sets, shovels, and picks. Incumbent should possess the ability to

operate tractors, forklifts, roto-tillers, air blowers, weed eaters, and buffers. Incumbent should possess a general knowledge of athletic facilities and ground preparation for 13 different sports. Facilities are set up daily. Pool water chemistry is tested and adjusted daily. Frequent repairs and troubleshooting of equipment is performed. Must be able to read and interpret technical and mechanical repair manuals.

FACTOR II - RESPONSIBILITY:

Receives general written or oral instruction from superior or higher graded worker who is available for advice or guidance most of the time. Incumbent plans sequence of tasks and selects equipment utilized. Work is reviewed in progress and upon completion.

The position works under the direct supervision of the Athletic Director, who gives instruction and periodically observes or spot checks work in progress and upon completion.

The incumbent must use sound judgement throughout the day to effectively perform corrective maintenance and preventive maintenance duties.

FACTOR III - PHYSICAL EFFORT

Work frequently involves standing, walking, bending, and lifting heavy objects up to 100 pounds. Incumbent operates tractors, forklifts, and hand held power equipment (i.e. roto-tillers). Duties frequently include landscaping work such as digging and moving dirt, and moving equipment and supplies such as furniture, and power equipment.

FACTOR IV - WORKING CONDITIONS

The work is primarily accomplished outdoors with exposure to the varying weather conditions including 110 degree to 30 degree temperatures and or high winds and rain. Contact is made with dirt, dust, toxic pool chemicals (soda ash and chlorine), pool water and surfaces from mud to standing water. Steel-toed shoes, safety goggles, gloves and coveralls are frequently required in performing duties.

EXPLANATORY STATEMENTS

Work requires the employee to drive a vehicle. A valid state driver's license is required.